

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
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10th June 2016

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 20th June 2016 at Clayton Green Library at 7.30pm.

Yours sincerely,



Mrs Tracy Morris
Clerk to the Council

AGENDA

- 1. To receive and accept apologies.**
- 2. Declaration of Interest.**
- 3. Public Participation – Chair.**
- 4. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 16th May 2016 (copy attached).**
- 5. Reports**
Clayton and Whittle PACT - 8th June 2016 attended by Clerk
Parish Walk Conducted in Saturday 11th June 2016 (Chair)
Subsidised Bus Service 114 Update Councillor M Clifford

6. Proposal for Website Demonstration

Request for collaboration with Cuerden Parish Council to update websites

7. Committee Reports: -

1. Management and General Purposes meeting held on 23rd May 2016

- a) Proposal to Adopt the revised Standing Orders
- b) Proposal to Adopt the Code of Conduct as drawn up by Chorley Council Monitoring Officer

2. Finance Staffing and Buildings meeting held on 15th June 2016

- a) Internal Audit Report
- b) Ratification of Asset Register
- b) Declaration of Annual Governance Statement
- c) Signing off the External Audit
- d) Public Viewing of Accounts to Commence from 30th June 2016

8. Accounts for Payment.

Each account has been checked and countersigned by the Clerk and the Chairman prior to the meeting.

Any Late Accounts (To be tabled at Meeting)

<u>Cheque No.</u>	<u>Accounts for June 2016</u>	<u>£</u>
N/A	Lengthsmen (6no.) Salary (June 2016) Paid by Standing Order	691.20
N/A	Employee (1) Salary (June 2016) Paid by Standing Order	1,447.77
N/A	O2 Telefonica Jun to Jul 2016 parish phone charge Paid by Direct Debit	36.47
004876	HMRC Tax/NI May 2016	472.13
004877	Mr A Cullens Re-issue of Chairman's Expenses Cheque	250.00
004878	Plantscape. Summer Hanging Baskets	1,500.00
004879	Zurich Insurance PLC Renewal of Parish Insurance	2,060.49
004880	Chorley Council 2 x Memorial Benches at Clayton Green Library	588.00
004881	Westfield Tree Services Crown reduction 11 Stonehouse Green	630.00

004872	Mrs Tracy Morris (Expenses April – June 2016)	48.17
Total Expenditure <i>without</i> late Accounts		£7,724.23

RECEIPTS		£
N/A	Councillor Mrs R Boyd Commemorative Medals	7.96
	Councillor A Cullens Commemorative Medals	199.99
	Councillor Mrs M Cullens Commemorative Medals	11.94
Total		£ 219.89

9. To discuss and make decisions on Planning Applications

Applications can be viewed on the Chorley Council website via the following link <http://planning.chorley.gov.uk/online-applications/>

- 16/00374/FULMAJ. Erection of 33 dwellings including associated garages and infrastructure. Land 80m North of Swansey Lane and bounded by The Elms Swansey Lane.

10. Confidential Items

To note if there were any items deemed confidential.

11. Proposed Diary Dates

To propose a raft of dates to be held open if committee meetings need to be held regarding council activities.
Parish Walkthrough Dates.

12. Date for Next Full Parish Council Meeting

The next full parish council meeting has been agreed to be held on **Monday 25th July 2016** at 7.30pm at Clayton Green Library.